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Circular H.S. 1

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ONTARIO

Department of Education

INSTRUCTIONS

relating to

SUBJECTS OF STUDY

for

GRADES IX, X, XI, XII and XIII

in

COLLEGIATE INSTITUTES, HIGH, VOCATIONAL AND CONTINUATION SCHOOLS

and for

GRADES IX AND X

in

PUBLIC AND SEPARATE SCHOOLS

1949 - 1950

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SUBJECTS OF STUDY

The time allotment suggested for both 40- and 45-period weeks represents an estimate of the relative importance of the various subjects of study in each of the courses. The principal is not required to adhere rigidly to the number of periods set forth; special modifications of the time allotment to suit local conditions may be made.

GRADE IX

GENERAL COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English, including Spelling	6	7
Social Studies	6	7
Physical and Health Education	5	5
Mathematics	5	5
General Science or Agricultural Science	4	5
French	4	5
Shop Work or Home Economics	4	4
Art or Music or Art and Music	4	4
Guidance (Occupations)	2	2
	40	44

VOCATIONAL COURSES

In Vocational Schools the following courses may be offered in Grade IX:

1. The **General Course** as detailed above.

Vocational grants do not apply on salaries of teachers of these classes except in the case of salaries of Shop and Home Economics teachers on which vocational grants are paid in lieu of the graded grants on General Shop and Home Economics.

2. The **Vocational Course,** in which the time allotted to the teaching of the practical subjects of any **one** of the Industrial, Agricultural, Home Economics, Commercial, or Art Courses, is not less than twenty-five (25%) of the total time.

Drafting is an obligatory shop subject of the Industrial Course. The practical subjects of the Commercial Course are Typewriting, Penmanship, and Business Practice.

The additional time required for the practical subjects may be obtained by reducing the time allotment suggested for the remaining subjects of the General Course. French is not an obligatory subject. Vocational grants apply on salaries of all teachers in the classes taking the Vocational Course.

NOTES

Note 1.—In order to permit the allotment of five periods to the additional practical work in Agriculture, it is suggested that a 50-period week be used for the **General Course** in schools with Departments of Agriculture.

Note 2.—In order to reduce the difficulties of the transition from the elementary to the secondary school and to promote a closer relationship between teacher and pupil, principals of larger secondary schools are advised to keep to a minimum the number of teachers who teach in any one of the classes of Grades IX and X.

GRADE X

GENERAL COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English	7	7
Social Studies	6	6
Physical and Health Education and Citizenship Corps Training	5	5
Options—Any four or five of Mathematics, General Science or Agricultural Science, Latin, French, Shop Work or Home Economics, Commercial Work, German or Spanish or Greek, Art or Music or Art and Music, Agriculture	22	26
	40	44

Note 1.—If Greek or Spanish or German is selected as a fifth option, not more than three periods per week should be allotted.

Note 2.—In schools with Departments of Agriculture, a 50-period week is suggested and pupils may carry Agriculture as a sixth option.

Note 3.—With the approval of the principal a pupil who is not a candidate for an Intermediate Certificate may select fewer than four options.

INDUSTRIAL OR AGRICULTURAL COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English	7	7
Social Studies	5	6
Physical and Health Education and Citizenship Corps Training	5	5
Mathematics	5	5
Science or Agricultural Science	4	5
Shop Work or Agriculture and Shop Work	10	12
Options—Any one of Art or Music or Art and Music, Drafting, French	4	4
	40	44

HOME ECONOMICS COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English	7	7
Social Studies	5	6
Physical and Health Education	5	5
Home Economics	14	16
Options—Any two of Mathematics, Science or Agricultural Science, French, Art or Music or Art and Music, Commercial Work	9	10
	40	44

COMMERCIAL COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English	7	7
Social Studies	5	6
Physical and Health Education and Citizenship Corps Training	5	5
Business Arithmetic	3	4
Commercial Subjects	16	18
Options—Any one of French, Shop Work or Home Economics, Art or Music or Art and Music, Science or Agricultural Science	4	4
	40	44

ART COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English	7	7
Social Studies	5	6
Physical and Health Education and Citizenship Corps Training	5	5
Art	14	17
Options—Any two of Mathematics, Science, Shop Work or Home Economics, French, Music, Commercial Work	9	9
	40	44

GRADES XI AND XII

GENERAL COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English	7	7
History	4	5
Physical and Health Education and Citizenship Corps Training	5	5
Options—Any four or five of Mathematics, Science or Agricultural Science, Geography, French, Latin, German, Greek, Spanish, Italian, Commercial Work, Shop Work or Home Economics, Art or Music or Art and Music, Agriculture	24	27
	40	44

INDUSTRIAL OR AGRICULTURAL COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English	5	6
History and Elements of Economics	4	4
Physical and Health Education and Citizenship Corps Training	5	5
Mathematics	4	5
Science or Agricultural Science	4	4
Shop Work or Agriculture and Shop Work	14	16
Options—Any one of Art or Music or Art and Music, Drafting, French	4	4
	40	44

HOME ECONOMICS COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English	6	7
History and Elements of Economics	4	4
Physical and Health Education	5	5
Science or Agricultural Science or Art	4	4
Home Economics	17	19
Options—Any of one		
French, Mathematics, Music, Commercial Work, Science or Art (if not taken as an obligatory subject)	4	5
	40	44

COMMERCIAL COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English, including Correspondence	7	8
History and Elements of Economics	4	4
Physical and Health Education and Citizenship Corps Training	5	5
Commercial Subjects	16-20	19-23
Options—Any one or two of		
Mathematics, French, Art or Music or Art and Music, Science, Home Economics or Shop Work Merchandising	4-8	4-8
	40	44

ART COURSE

Obligatory Subjects	Number of Periods 40-period week	45-period week
English	5	6
History	4	4
Physical and Health Education and Citizenship Corps Training	5	5
Art and Crafts	22	25
Options—Any one of		
Science, Mathematics, Shop Work or Home Economics, Music, French, Commercial Work	4	4
	40	44

GRADE XIII

Obligatory Subject

Physical and Health Education

Optional Subjects

English (Literature and Composition)	Botany	Italian
Algebra or Mathematics of Investment	Zoology	Music
Geometry	Latin	Accountancy Practice
Trigonometry and Statics	Greek	Secretarial Practice
History	French	
Physics	German	
Chemistry	Spanish	

Additional subjects recommended by the local authorities and approved by the Minister.

CERTIFICATES AND DIPLOMAS

An **Intermediate Certificate** will be granted, on the recommendation of the principal of a Collegiate Institute, a High, Continuation or Vocational School, or on the recommendation of the principal of a Public or Separate School, with the approval of the inspector concerned, to a pupil who has completed successfully the course of study prescribed for Grade IX and one of the courses of study prescribed for Grade X, or such modifications of the Grade IX and Grade X courses as the Minister may approve.

A **Secondary School Graduation Diploma** will be granted, on the recommendation of the principal of a Collegiate Institute, a High, Continuation or Vocational School, to a pupil who has completed successfully one of the courses of study prescribed for Grades XI and XII, or such modifications of these courses as the Minister may approve at the beginning of the school year.

The various types of Secondary School Graduation Diploma are designated as follows:

General
Agriculture
Art
Commercial
- Accountancy
- General Business
- Merchandising
- Secretarial
- Special

Home Economics
- Food and Nutrition
- Clothing and Textiles
- Salesmanship
- Homemaking
- Hairdressing and Beauty Culture

Industrial
- Aircraft Mechanics
- Applied Electricity
- Applied Electronics
- Auto Mechanics

Industrial (continued)
- Chemistry
- Drafting—Architectural and Building Construction
- Drafting—Mechanical
- Fine Instrument Practice
- Foundry Practice
- Machine Shop Practice
- Mining
- Plumbing
- Printing
- Sheet Metal Practice
- Watch Making
- Welding
- Woodworking—Cabinet Making
- Woodworking—Carpentry
- Woodworking—General
- Woodworking—Pattern Making

Note 1.—The Minister may grant the Secondary School Graduation Diploma of the general course to a pupil who has taken a double option in Art, Commercial Work, Home Economics, Shop Work or Music instead of two different options where:

(a) no vocational course in the subject is offered in the same school;

(b) at the beginning of the school year the principal obtains the Minister's approval of the double option;

(c) the time allotted to the double option in each grade is equivalent to the time allotted to two different options;

(d) the work covered by the double option is on the level of Grades XI and XII and is equivalent to twice the work of the single option in each of these grades;

(e) the teacher who instructs in the work covered by the double option has qualifications satisfactory to the Minister; and

(f) the high school accommodations and equipment are satisfactory to the Minister;

and the diploma shall indicate the double option taken.

Note 2.—The Minister may grant a Secondary School Graduation Diploma, with a designation depending upon the circumstances, to a pupil who has successfully completed three years of a course in one department followed by the successful completion of a year's work in another department, but only where the content of the fourth year's work is satisfactory to the Minister.

Note 3.—The Minister may grant a Secondary School Graduation Diploma to a pupil who has not taken all the options in the prescribed course, provided that the Principal certifies that the pupil has completed successfully a four-year Secondary School course consisting of the obligatory subjects and three options of the general course. This diploma will indicate that only three options have been taken.

It should be drawn to the attention of pupils that the three-option diploma of the general course is not accepted as meeting the Middle School (Grades XI and XII) requirements for admission to Universities or to Training Schools for Nurses.

Note 4.—The Minister may grant a Secondary School Graduation Diploma to a pupil who has completed satisfactorily one of the courses of study prescribed for Grades XI and XII, other than the General Course, under a co-operative plan whereby part of the Grade XII course is taken in industry or business, provided that at the beginning of the school year the principal obtains the Minister's approval of such plan.

A **Secondary School Honour Graduation Diploma** will be issued, on the recommendation of the Principal of a Collegiate Institute, a High, Continuation or Vocational School, to a pupil who has completed successfully a course of study prescribed for Grade XIII and has obtained eight credits in the optional subjects. Standing in History, Algebra or Mathematics of Investment, Geometry, Trigonometry and Statics, Physics, Chemistry, Botany, Zoology, Music, Accountancy Practice, and Secretarial Practice will each count as **one** credit. Standing in Englsih and the other languages will each count as **two** credits.

Applications for Intermediate Certificates and Graduation Diplomas will be made by the principals concerned upon forms to be supplied by the Department of Education.

GENERAL INFORMATION

Note 1.—**Re Time Allotment in Certain Schools.**

In Fifth Classes, Continuation Schools, High Schools and Collegiate Institutes, where provision has not been made for the teaching of Home Economics and General Shop Work, the time on the programme allotted to these subjects may be divided among the other subjects.

Note 2.—**Re History in Vocational Schools.**

In Vocational Schools, classes in Grades XI and XII will take the course in History of Commerce and Industry.

Note 3.—**Re Middle School (Grades XI and XII) Subjects of Two Years' Duration.**

The Middle School (Grades XI and XII) courses in English, each of the other languages, Geography, Commercial Work, Shop Work, Home Economics, Art, Music, Art and Music, and Agriculture are progressive in character and of two years' duration. In each of these subjects the final standing shall be determined at the end of Grade XII and shall be reported to the Department by a single percentage mark.

Note 4.—**Re Commercial Courses.**

In Commercial Departments of Collegiate Institutes and High and Continuation Schools, the prescribed courses for Grades X, XI and XII are those of the Vocational Commercial Departments. If the number of pupils enrolled in Grades XI and XII of the Commercial Departments is too small to justify separate classes in History of Commerce and Economics, such pupils may be grouped with the classes in History of the General Course.

Note 5.—**Re Guidance.**

The Grade IX Course of Study in Occupations for the school year 1949-50 will be that outlined in Circular H.S. 21 as revised in 1947. With the approval of the Minister, the course may be modified, depending upon local conditions.

It is suggested that group work in Guidance (Occupations) should be carried on for a minimum of one period a week in Grade XII in addition to the individual work carried on in all grades.

Note 6.—**Re Physical and Health Education and Citizenship Corps Training.**

Physical and Health Education is an obligatory subject in all grades and Citizenship Corps Training is an obligatory subject for boys in Grades X, XI and XII of all Secondary Schools.

Note 7.—**Re Mathematics of Grades IX and X.**

In September, 1946, a pamphlet (Circular H.S. 12A) was issued indicating a possible order of topics and an allotment of time for each topic for the guidance of teachers of Mathematics in Grades IX and X. The time allotment is based upon five periods in Grade IX and six periods in Grade X in a 45-period week.

Note 8.—**Re Mathematical Tables for Grade XIII.**

At the Departmental examinations in Algebra, Geometry, Trigonometry and Statics, if mathematical tables are required, the 5-figure tables published by the Ryerson Press shall be used. At the Departmental examination in Mathematics of Investment, if mathematical tables are required, the 7-figure tables issued by the Department of Education shall be used.

In order that candidates may not be handicapped in writing Departmental examinations, principals might well encourage the use of the proper tables by their classes throughout the year.

Note 9.—**Re Slide Rules.**

A candidate shall not be permitted to use a slide rule on any Departmental examination.

Note 10.—**Re Grade XIII History.**

The reduced course in Grade XIII History is continued for 1949-50 and reads as follows:

(1) For intensive study and Departmental examination requirements—Books 1, 2, 3, and chapters 25, 26, 31 to 34 inclusive, of Book 4 of the text "North America and the Modern World" (McInnis).

(2) For extensive study but not required for Departmental examination, the remainder of Book 4 of the same text.

Note 11.—**Re Music and Art Options for Grades XI and XII.**

For the Intermediate Certificate and for the Secondary School Graduation Diploma only **one** of the following options may be counted: Art,

Music,

Music and Art.

Note 12.—**Re Departmental Certificates in Certain Cases.**

Where a candidate holds a Secondary School Graduation Diploma of the Commercial Course and the principal concerned submits to the Deputy Minister a transcript showing the subjects taken and the marks obtained, a Departmental Certificate showing Grade XII standing in the Commercial option of the General Course may be issued.

Similarly, Departmental certificates in Home Economics, Art, Agriculture and Shop Work may be issued.

Note 13.—**Re Shop Work of the Industrial Course, Grades XI and XII.**

Shop Work in Grades XI and XII should conform to the pattern of major and related shops as outlined in Circular Tech. 40. Commercial Work may be substituted for one of the related shop courses.